

**COUNTY OF SAN DIEGO
VOLUNTEER REPORT FORM
PERIOD: JULY 1, 2001 - JUNE 30, 2002**

COUNTY OF SAN DIEGO
DEPARTMENT OF PROBATION & PAROLE SUPERVISORS

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COUNTY OF SAN DIEGO
COURT OF THE JUDGES
JULY SUPERVISORS

1. DEPARTMENT/COURT INFORMATION:

Department/Court: Alternate Public Defender

Division/Unit: Criminal, Juvenile and Dependency Courts

2. VOLUNTEER PROGRAM BENEFITS:

- a. GENERAL VOLUNTEERS (this section should include community volunteer, student intern, groups, corporations, etc.)

No. Vol.	117	Hours	23009	X	\$16.05	=	\$369,294.45
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Types of work performed by GENERAL VOLUNTEERS in this category:

The Department utilizing volunteers in the following areas: Volunteer Lawyers, Law Clerks, Investigative Interns, Social Worker Interns, Paralegal Interns, Family Advocates and Office Volunteers.

All volunteers help carry out the Alternate Public Defenders mission of representing it clients in criminal, dependency and juvenile matter. Volunteer offers valuable assistance in carrying out the daily routine of office procedures.

During the volunteers time with the department the volunteers gain valuable experience and training. Our volunteers also receive the satisfaction of helping people in need.

- b. INSTITUTIONAL VOLUNTEERS (this section should include court referrals, honor camp inmates, PIC/RETC, GAIN, etc.)

No. Vol.	14	Hours	1600	X	\$16.05	=	\$25,680.00
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Types of work performed by INSTITUTIONAL VOLUNTEERS in this category:

Students Work Programs form local community colleges

- c. SPECIALIZED VOLUNTEERS (this section should include utilization of Special Volunteers in positions requiring specific skills and/or expertise levels, for example, an attorney, physician, sports figure or celebrity). These specialized positions have verifiable compensation levels [VCL]. If you have such a volunteer, please indicate the position, hours and compensation level below.)

<u>Position</u>	<u>Hours</u>	<u>X</u>	<u>VCL</u>	<u>=</u>	<u>Dollar Benefit</u>
	<u>1100</u>		<u>\$18.00</u>		<u>\$19,800.00</u>
	<u>50</u>		<u>\$40.00</u>		<u>\$2,000.00</u>

No. Vol.	4	Total Hours	1500	Total Value	\$21,800.00
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Types of work performed by SPECIALIZED VOLUNTEERS in this category:

Law Clerks/Volunteer Lawyers

d. TOTALS OF DEPARTMENT VOLUNTEERS (from above):

<u>No. of Volunteers</u>	<u>Hours</u>	<u>Dollar Benefit</u>
<u>117</u>	<u>23009</u>	<u>\$369,294</u>
<u>14</u>	<u>1600</u>	<u>\$25,680</u>
<u>4</u>	<u>1500</u>	<u>\$21,800</u>

TOTALS:	135	Total Hours	26109	Total Value	\$416,774.45
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3. DONATIONS TO VOLUNTEER PROGRAM:

Please list all donations to the department's Volunteer Program including monetary donations and tangible/intangible items. Items such as computers, air time, transportation, books, etc. Please assign a fair market value to each and add to the total value of the donations section.

Item Donated: Snacks for trainings Value: \$800.00

Item Donated: Gift Certificates Value: \$600.00

Item Donated: Office Social Events Value: \$800.00

Item Donated: _____ Value: _____

TOTAL VALUE = \$2,200.00

4. VOLUNTEER PROGRAM COSTS:

a.

Cost of direct supervision of Volunteers (total hours of direct supervision multiplied by the hourly rate of staff person[s] directly supervising program volunteers.)

Hours 3011 X Rate \$30.00 **\$90,330.00**

b. Cost of program coordination (total hours of program coordination multiplied the hourly rate of coordinator[s]). This section should include coordination of staff, compiling statistics, job description preparation, volunteer placement, recognition, etc.)

Hours 900 X Rate \$25.50 **\$22,950.00**

c. Other program costs (training materials/supplies, recognition costs, etc.):

Item : Certificates, Folders, Note Books Cost: \$1,400.00

Item : Office duplication and reproduction Cost: \$900.00

Item : _____ Cost: _____

TOTAL OF OTHER PROGRAM COSTS =

\$2,300.00

d. TOTAL OF PROGRAM COST (4a+4b+4c) =

\$115,580.00

5. NET BENEFIT TO DEPARTMENT FROM VOLUNTEER PROGRAM:

a Total Dollar Benefits of Volunteers, Item 2d **\$416,774.45**

b. Total of Donations to Volunteer Program, Item 3 **\$2,200.00**

c. Subtract Total of program Costs, Item 4d **\$115,580.00**

TOTAL PROGRAM BENEFIT:

\$303,394.45

6. RECRUITING:

Please describe your recruiting programs:

(1) Law Clerks: Recruitment from three local law schools via clinical education programs, pro bono honors programs and career services.

(2) Investigative Interns: recruitment of students from SDSU criminal Justice Administration and SDSU and UCSD Political Science Internship programs.

(3) Social Work Interns: recruitment of students from SDSU School of Health and Human Services. (4) Paralegals Interns: from Community colleges.

(5) Volunteers Lawyers, Family Advocates and Office Volunteers recruitment of volunteers county-wide from churches, social groups and other community organizations.

7. SPECIAL VOLUNTEER PROGRAM ACTIVITIES/ACHIEVEMENTS:

Please describe any special activities and/or achievements your program was involved in during the period of this report:

18 Volunteers participated in (a two part) California Defense Investigation Association conference. As well as offered valuable assistance in the planning and coordination of both conferences activities.

Law Clerks volunteers provided over 2000 volunteer hours during Legal research, writing and felony trial preparation for attorneys.

Family Advocates and Volunteer Lawyers assisted 100 of parents in the Juvenile Dependency Court System to develop positive parenting skills in order to reunify safely with their children.

8. VOLUNTEER PROGRAM GOALS FOR FISCAL YEAR 2001-02:

Please describe your program goals. Include activities, number of volunteers, recruitment, training, recognition and other goals:

To continue to arrange speaking engagements to recruiting volunteers in the community.

To continue to honor and recognize Alternate Public Defender Volunteers annually.

To participate in community career/job fairs to recruit volunteers.

To evaluate and monitor our volunteer programs and to finalize our volunteer orientation booklet.

9. GENERAL INFORMATION:

Name of person completing report: William E.P. McCastle

Phone: 619-446-2990 Mail Stop: D-37 E-Mail: liam.mccastle@sdcounty.ca.gov

Volunteer Coordinator: William E.P. McCastle

Phone: 619-446-2990 Mail Stop: D-37 E-Mail: liam.mccastle@sdcount.ca.gov

10. DEPARTMENT CERTIFICATION:

Timothy A. Chander, Alternate Public Defender
DEPARTMENT HEAD SIGNATURE

July 22, 2002
DATE